

CONFIDENTIAL

Security Information

Executive Registry
2-6243

25 February 1952

MEMORANDUM FOR: Deputy Director (Administration)

SUBJECT: Inadequacy of Information on Project Plans

A review of the project cost accounts maintained by the Comptroller's office shows that such accounts do not reflect a true story of costs of a project for the reason that the limiting figure appearing in the PRC approved plan or in the smaller accounts authorized to be approved by the operating offices do not include all costs. A project may have a limiting figure of \$50,000, whereas the project officer overseas may requisition on the military branches for equipment and supplies for twice the amount authorized for the project.

It appears highly desirable that an accurate accounting control of project costs be maintained and can only be done if a limitation of all costs is included in the plan and all obligations and expenditures for the project are recorded against that authorization.

The following is recommended:

1. That instructions be issued requiring that new project plans show an estimate of all costs of the project broken down to show (a) overhead personnel costs, (b) procurement to be made by the Procurement Division, (c) procurement through requisition on other government Agencies overseas, (d) other expenses.
2. That the PRC or other authorizing unit of the Agency give consideration to these factors in approving the plan.
3. That the Comptroller submit a monthly report for the information and guidance of management of the financial status of projects.
4. That the CCC review this report and where in their opinion obligations are out of line with the purpose of the approved project plan that questionable items be taken up with the interested case officer and items not resolved be reported to PRC or the other authorizing unit for appropriate action.

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Auditor-in-Chief

RMF:maw

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CENTRAL INTELLIGENCE AGENCY
OFFICIAL ROUTING SLIP

TO	INITIALS	DATE
1 Comptroller	<i>[Signature]</i>	10 April 52
2 ADD/A	<i>[Signature]</i>	16 April
3		
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FROM	INITIALS	DATE
1 ADD/A	<i>[Signature]</i>	27 Feb 52
2		
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<input type="checkbox"/> ACTION	<input type="checkbox"/> DIRECT REPLY	<input type="checkbox"/> RETURN
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REMARKS:

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